



For further information
on how to organize a
labour-management
consultation committee and
what it can do for industrial
relations in your
establishment, contact the
Labour-Management
Consultation Branch,
Canada Department of
Labour, Ottawa 4.

Branch offices to serve your committee needs are located in the following areas:

P.O. Box 5278,
St. John's,
Newfoundland

311 Sir John Thompson Bldg.,
1256 Barrington Street,
Halifax,
Nova Scotia

P.O. Box 25,
Saint John,
New Brunswick

P.O. Box 714,
Chicoutimi,
Quebec

Suite 900, 685 Cathcart St.,
Montreal 2,
Quebec

407 Bank of Canada Bldg.,
900 West Hastings St.,
Vancouver,
British Columbia

708 Arcade Bldg.,
74 Victoria St.,
Toronto 1,
Ontario

302 Dominion Public Bldg.,
457 Richmond St.,
London,
Ontario

Suite 7, Medical Bldg.,
288 Worthington St. West,
North Bay,
Ontario

405 - 269 Main St.,
Winnipeg 1,
Manitoba

214 Federal Bldg.,
Saskatoon,
Saskatchewan

10220 - 107 Street,
Edmonton,
Alberta

1376 Sir Wilfrid Laurier Bldg.,
340 Laurier Ave. West,
Ottawa 4,
Ontario

Published by: Labour-Management Consultation Branch, Canada Department of Labour, Ottawa 4, Ontario

ROGER DUNAMEL, F.R.S.C., Queen's Printer and Controller of Stationery, Ottawa, 1967

Cat. No. L82-1968

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If you want a Joint Consultation Committee ...



You are interested in forming a labour-management consultation committee. The philosophy of union and management representatives meeting together to solve mutual problems seems to be a good idea. But how do you go about it?



The Labour-Management Consultation Branch of the Canada Department of Labour has the answer. For more than 20 years the department has been encouraging labour and management to talk together on matters of mutual concern. During those years the industrial relations officers involved in joint consultation have come to know most of the answers to problems confronting such committees.

They know, for instance, that both management and union must agree in advance to the formation of such a committee and the wording of a constitution; that each party will enter into joint consultation not to usurp the rights of the other but to discuss mutual problems; not to use their committee solely as a platform for their own opinions but as a forum where they can exchange views.

The Labour-Management Consultation Branch's industrial relations officers also know that meaningful communication between labour and management is the keystone of a good committee but is a very difficult thing to achieve.

They know that it takes time, patience and understanding to establish a feeling of mutual trust and respect, especially if previous relations within the establishment have been less than harmonious.

These same officers, in 14 locations across Canada, are also well versed in the social and economic problems peculiar to each region.

They are trained to assist you, not only in setting up a labour-management committee, but in keeping it running smoothly. If your committee has specific problems, the LMC industrial relations officer is always available for guidance.

If you want to set up a committee just write to the Labour-Management Consultation

Branch, Canada Department of Labour, Ottawa 4, Ont., and the area industrial relations officer will visit you. After discussion with both union and management representatives he will help draft a joint constitution.

Once your committee is formed, and registered with the Labour-Management Consultation Branch in Ottawa, you will receive an annual order book showing the free material available to assist your committee in its work.

There is a variety of material including fluorescent posters for your bulletin boards; pay envelope stuffers to accompany pay cheques; and Let's Discuss sheets. Also, there are pamphlets and booklets dealing with different aspects of joint consultation. All of these are designed to help committees help themselves.

As no committee likes to feel it is operating alone and without any opportunity for comparison, the Labour-Management Consultation Branch publishes a monthly tabloid newspaper *Teamwork in Industry* which contains informative articles about the various types of joint consultation committees, the problems they have overcome, the challenges they are meeting.

"Now," you say, "I know how the Labour-Management Consultation Branch can help me set up a committee, and I know what guidance material there is but—what will the committee discuss?" That is up to you.

The LMC industrial relations officer can suggest topics which are of mutual interest within your establishment; he can show you how to prepare a joint agenda; how minutes should be circulated so that all employees are aware of your committee; but then you are on your own. Each committee plots its own path according to its own needs. No two committees are identical.